



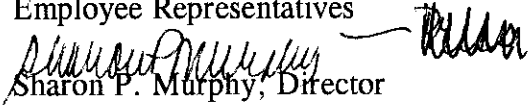
DEPARTMENT OF PERSONNEL

209 E. Musser Street
Carson City, Nevada 89701-4204
(702) 687-4050

MEMO PERD #23/98

June 8, 1998

TO: Personnel Commission Members
Department and Division Heads
Agency Personnel Liaisons
Designee for Rules Distribution
Employee Representatives

FROM:  Sharon P. Murphy, Director
Department of Personnel

SUBJECT: PERSONNEL COMMISSION AGENDA

Attached is a revised agenda for the upcoming Personnel Commission meeting which is scheduled for Friday, June 12, 1998, in the Legislative Building, Room VC1214, Carson City, with teleconferencing to the Sawyer Building, Room 4401, Las Vegas.

The reason for the revision is that the appeal of the proposed class specifications for the Accountant, Accountant Technician, Management Analyst, Budget Analyst and Administrative Services Officer series has recently been withdrawn. Consequently, these class specifications will be included in the Uncontested Classification Action Report, Item X on the agenda, and no action is necessary.

The class specification for Chief Accountant is still under appeal and is subject to approval by the Personnel Commission on Friday.

Please contact me at 687-3731, or Carol Thomas at 687-3708, if you have any questions prior to the meeting.

SPM:dsb

Attachment

cc: Agency Personnel Representatives

Personnel Commission Meeting

REVISED AGENDA

June 12, 1998

Legislative Building, Room VC1214, Carson City, NV

(The Sawyer Building, Room 4401, Las Vegas, Nevada, will be connected by telecommunication. The public is invited to attend at either location.)

- I. Call to Order - 9:30 a.m.
- II. *Adoption of Agenda
- III. *Minutes of Previous Meeting
- IV. *Selection of Hearings Officers

Applications from the following individuals have been received:

| | | |
|-----------------------------|--------------------------|--------------------------|
| <i>Patrick G. Christoff</i> | <i>David A. Hintzman</i> | <i>Persi J. Mishel</i> |
| <i>Louis M. Daraban</i> | <i>Daniel S. Hussey</i> | <i>Victor M. Perri</i> |
| <i>Patrick D. Dolan</i> | <i>Ed Irvin</i> | <i>George M. Ranalli</i> |
| <i>John J. Graves, Jr.</i> | <i>Arleen N. Kaizer</i> | <i>David K. Robinson</i> |
| <i>Kent B. Hanson</i> | <i>David Kladney</i> | <i>Peter J. Smith</i> |
- V. *Regulation Changes
- VI. *Appeal of Chief Accountant Class Specification
Department of Transportation
Jeffrey Fontaine - Deputy Director
- VII. *State of Nevada Employees Association Appeal
Method of Designating Equipment Mechanic Positions for Reclassification
- VIII. *Classes Subject to Pre-employment Screening of Controlled Substances
Department of Business and Industry
- IX. *Classification Appeal
Department of Transportation
Thomas Fronapfel, Assistant Director - Planning
- X. Uncontested Classification Action Report
- XI. Selective Certification
- XII. Comments by the General Public
- XIII. Select Date for Next Meeting
- XIV. *Adjournment

**Indicates item will be voted on by the Personnel Commissioners.*

Should anyone have questions, or wish to discuss in further detail the items scheduled for this Commission meeting, please contact Carol Thomas, Chief of Technical Services, State Personnel, at 687-3708.

NOTE: We are pleased to make reasonable accommodations for members of the public with disabilities who wish to attend the meeting. If special arrangements for the meeting are necessary, please notify the Department of Personnel in writing, at 209 East Musser Street, Room 101, Carson City, Nevada 89701-4204, or call Linda Meyers at 687-3718, no later than five working days prior to the meeting.
